

ST ALBANS PARISH COUNCIL

Email: clerk@stalbanpc.org

Website: <https://stalbanpc.org>

Minutes of St Albans Parish Council Meeting

Tuesday 27 February 2024, Emmanuel Church, Church View Close, Nottingham. NG5 9PE

Present: Cllr White, Cllr Todd, Cllr Skidmore and Cllr Lari and Claire Baker (Clerk)

In Attendance: 7 x members of public. Dylan Jones

Welcome to the meeting. 7pm public 15 minutes for questions

No.	Agenda Item	Discussion	Action / Info	By whom	By when
486	Apologies for absence	Cllr Prairie Bryant sent her apologies. Apologies were proposed by Cllr Skidmore, seconded by Cllr Todd all in favour	Info		
487	Declaration of interests	None	Info		
488	Approve minutes	30 January 2024 – Cllr Lari queried the minutes recorded regarding agenda item no. 479c and the action with amends required. Agreed that as the proposals were being addressed during this agenda, that he was happy with them being agreed as a correct record. Cllr Skidmore proposed as a correct record of the minutes of the meeting, Cllr Lari seconded. Both Cllr White and Cllr Todd abstained from voting as they were not present at the January meeting. Cllr White cast his vote as Chair and the minutes were approved as a correct record	Info		
489	Matters Arising	Finance 479 – Budget 2024/25 – changes to the budget. Precept of £28k – approx. £20,000 in community activities. Cllr White made observations that			

		<p>it was agreed in November's meeting of the Council that a draft budget would be provided so that Councillors can review and provide feedback through email discussions during December and January so that the annual budget can be finalised during the meeting of the Council at the end of January. Cllr. White had submitted a detailed response, however none of the Parish Councillors had responded to the consultation and budget planning. Despite this, during the meeting the Council increased the budget for grant applications and community activities to £20K, equating to 71% of the annual percept collection. No consultation, rationale or consideration to matters submitted by Cllr. White in his report with respect to the consultation.</p>			
490	Electors to address the Council	<p>Resident concern regarding the purchase of another Arnold Baker on Local Council Administration Book as agenda' d. This was brought for the previous Clerk and seems wrong to be using funds to buy another. Where was the book that was previously brought. Cllr White and the Clerk explained that unfortunately, there was no answer to that question as there had been no book handed over when the previous Clerk left and the circumstances in which they left meant it would be difficult to contact them. Cllr White acknowledged the concerns and felt that the high number of clerks lost in recent years should equally be of concern. Councillors agreed the purchase of the book then they would ensure it would be listed to the Parish Council assets.</p> <p>Resident highlighted disappointment with conduct shown by Cllr Lari to the Clerk and other Councillors at</p>	Info		

		<p>the last meeting. Disappointed with Councillors not challenging behaviour shown towards to the Clerk.</p> <p>29/3/22 – community questionnaire was carried out approx. 90 residents responded. Why is the survey not on the website for public use and why are they not responding to the points raised by parishioners?</p> <p>Resident raised concerns at the number of items that had been agreed at previous meetings dating back to February 2023 that hadn't yet been actioned / purchased including Christmas lights and poppies. Also, decisions regarding sports and community facilities which had been agreed but not taken any further and concerns that the budget amounts agreed at the January meeting were using Council reserves that could be used towards a community sports hub.</p>			
491	Co-opt Member to the Council	<p>Dylan Jones – Cllr White proposed that we accept his application onto the Council. Seconded by Cllr Skidmore. All in favour. All welcomed Dylan to the Council</p> <p>Paperwork, training and email address to be arranged for Dylan</p>	Action	Clerk	26/3/24
492	492a. Oral reports from Councillors	<p>Cllr Todd – fully understand and appreciate comments raised by residents in item 490 and shares frustrations. Recognises that has been part of a dysfunctional Parish Council and hopes that going forward with the actions that had already been taken, that things would change.</p>	Information Information		

		<p>Cllr Skidmore – speed awareness campaign – Trevor Parkinson has had to cancel the programme as not enough people to attend. Would look in to how this might be raised again when there’s more engagement.</p> <p>Deer Park Drive Bestwood Lodge area – Cllr Skidmore has been in touch with local beat team officers with a view to meeting them to discuss local issues.</p> <p>Bestwood Lodge Tennis Club – invited to their AGM recently – looking for a grant to help maintain the Courts. Will send necessary paperwork to the Clerk for the grant application</p> <p>Cllr Lari – new water pipeline going through the bottom of Bestwood Park. Starting the preliminary work and will be laying the lines from beginning April. Should be minimal impact.</p> <p>Cllr White – Bestwood Country Park have delivered some good activities and projects. Attended meetings in December and can see how much has been achieved in relation to outcomes. FoBCP are undertaking a great deal of work with Seven Trent to minimise the impact of the pipeline work, Cllr White attended further meetings of the wildlife group of the FoBCP to understand the impact of the Seven Trent pipeline project. Understand that Seven Trent have said they will replace everything within a 15% leeway.</p>	<p>Information</p> <p>Information</p> <p>Information</p> <p>Information</p> <p>Information</p> <p>Information</p>		
--	--	---	---	--	--

	492b – Councillor Report Template	<p>Fly tips – have been working with Gedling Wardens to identify hot spot areas of fly tipping and understand responses to getting them cleared.</p> <p>Treegarth Square – area of Bestwood Park Drive – fly tips (from residents of flats on Bestwood Park Drive) – fences have been damaged. Working with Gedling wardens since September in respect to repairs and clearance by the City Council. Most of the rubbish has been picked up but still an eyesore.</p> <p>Polling districts up for review by GBC. Provided a report in support of the consultation and proposed to keep the polling station at the Church – put in a supporting argument as to why it should stay here and has been agreed by GBC that will stay here.</p> <p>Cllr Jones – speaking to secretary on the nature team. Concerned about the recovery plan and restoring after the works.</p> <p>The Clerk introduced a template for Cllrs to complete prior to each meeting that would then be circulated with meeting papers. The report would enable Cllrs to highlight areas visited and activities undertaken since the previous meeting and to raise any issues to be discussed at the next meeting, whilst providing a way to publicise the work that Cllrs are doing across the Parish community. Cllr Lari checked that this wouldn't replace the usual oral updates which it wouldn't. Cllr Skidmore proposed the template, Cllr Todd seconded, and all Cllrs voted in favour</p>	Information		
			Information		
			Action	All Cllrs	26/3/24

493	Oral report from GBC	<p>No report</p> <p>Closed walkway – Cllr White advised that pathways were dug up without permission. New bungalow being built. Gate is now open.</p> <p>Chase up for response to previous queries</p>	Action	Clerk	26/3/24
494	Clerk update	Nothing to update			
495	Correspondence not reported under separate agenda items	a. GBC Code of Conduct – Cllr White proposed to adopt the new Code of Conduct issued by Gedling Borough Council. Cllr Skidmore seconded and all Cllrs voted in favour	Information		
496	Finance	<p>a. Approve payments as per payment list – Cllr Lari requested that in the future, could invoices be circulated alongside the payment list. Cllr Todd proposed, Cllr Skidmore seconded, and all Cllrs voted in favour</p> <p>b. Precept 2024 – circulated for information. This has now been finalised with GBC.</p> <p>c. i. Proposal 1 revised from 30 January – Cllr White proposed amendment to recommendation. 4 that Grant Policy is reviewed – remove. Cllr Todd seconded. Cllr Lari voted against, Cllrs Jones, White, Skidmore and Todd voted in favour</p> <p>ii. Proposal 2 – new submission – Cllr Lari provided an overview of his proposal. Feels that not as restrictive as the one agreed in January 24. Cllr Lari proposed that adopt proposal 2. None seconded. Proposal fell.</p> <p>d. Budget 2024/25 attached for information</p>	<p>Action</p> <p>Information</p> <p>Action</p> <p>Information</p> <p>Information Action</p>	<p>Clerk</p> <p>Clerk</p> <p>Clerk</p>	<p>26/3/24</p> <p>26/3/24</p> <p>ASAP</p>

		<p>e. Easter Event – Jolly Gardener – Cllr Skidmore proposed application and Cllr Jones seconded. Cllr White voted in favour. Cllr Lari and Cllr Todd voted against. Cllr White used his Chair privilege, and the motion was carried in favour. £3450 agreed.</p> <p>f. Maintenance of noticeboards – Cllr White proposed for the cleaning and refurbishment of 1 x noticeboard and 3 x information boards as per the submitted report of around £150. Seconded by Cllr Jones and all Cllrs voted in favour</p> <p>g. Clerk expenses – Cllr Todd proposed that £20 a month was allocated to the Clerk towards printing and stationary costs. Seconded by Cllr Skidmore and all Cllrs voted in favour</p> <p>h. Arnold Baker on Local Council Administrations book – Proposed by Cllr Todd that the book was purchased and would be registered as a Parish Council asset following the concerns raised by residents at the start of the meeting. Seconded by Cllr Skidmore. All Cllrs voted in favour</p>	Action	Cllr White	
497	Key priorities 2024/25	Cllr Lari proposed that a key priority for the Parish Council should be building Community Engagement – with a view to building bridges across the community. Cllr Skidmore seconded and all Cllrs voted in favour.			
498	Key delivery 2024/25	There was a discussion regarding some of the activities / services that could be delivered during 2024/25 to meet the Council key priorities. Cllr Todd highlighted that all items agreed in previous meeting should happen. Cllr Skidmore agreed that priority should be given to projects that had previously agreed and had	Action	All Cllrs and Clerk	26/3/24

		<p>not yet materialised. Cllr White suggested a road safety initiative with schools and planning for Christmas activities. Cllr Lari highlighted how well previous first aid courses had been received and these could be repeated.</p> <p>It was agreed that further ideas could be discussed over email and could then be brought back for discussion at the next meeting so that there was a list of planned projects for 2024/25.</p>			
499	Sporting / community facilities in the Parish	<p>a. Update on application for land – no update b. Open space Woodchurch and Pavilion Rd – no update</p> <p>No movement yet.</p>			
		At 9pm, Cllr Lari gave his apologies and left. As the time had exceeded the 2 hours, Cllr White proposed extending the meeting by 15 minutes. Cllr Todd seconded all Cllrs voted in favour.	Information		
500	Noticeboard and benches installation	<p>Received quote - £2748. Quoted for purchasing benches from chosen supplier and installing. Liability insurance and risk assessment conducted by supplier and cost of maintenance will be with Parish Council. Cllr White proposed to support the quote to complete project. Cllr Todd seconded and all Cllrs voted in favour</p> <p>Christmas lights have been ordered and project is now closed</p>	Action Information	Cllr White	

501	Community Engagement and Consultation	RCAN – proposal. Cllr White proposed that the Parish Council became members of the RCAN and that between now and March engage with RCAN to come up with a cost to see what a community engagement plan would look like. Delivery of community engagement consultation during. RCAN consultant to present back in April. Cllr Skidmore seconded and Cllrs voted in favour	Action	Cllr White	30/4/24
502	Public leave	Proposed by Cllr White, seconded by Cllr Todd and all Cllrs voted in favour			
503	Staffing	a. Training for Councillors – Cllr White proposed that funding was allocated towards training for Cllr Skidmore and Cllr Jones, seconded by Cllr Todd and all Cllrs voted in favour.	Action	Clerk	ASAP
		b. HMRC – bring forward to next meeting as out of time	Action	Clerk	26/3/24
504		To note date of next ordinary meeting – Tuesday 26 March 2024 7pm			

Approved as a correct record and signed

----- (Chair)